



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

IN REPLY REFER TO
OPNAVINST 3502.2C
N879
24 July 1998

OPNAV INSTRUCTION 3502.2C

From: Chief of Naval Operations

Subj: UNDERSEA WARFARE TRAINING COMMITTEE

Ref: (a) OPNAVINST 1540.51B (NOTAL)
(b) OPNAVINST 1540.53 (NOTAL)
(c) OPNAVINST 5000.50A (NOTAL)
(d) OPNAVINST 1500.69A (NOTAL)

Encl: (1) Undersea Warfare Training Committee (UWTC) Charter

1. **Purpose.** To provide guidance and procedures for the Undersea Warfare Training Committee which assesses submarine and Integrated Undersea Surveillance System (IUSS) training requirements and participate in the planning and management of associated training programs.

2. **Cancellation.** OPNAVINST 3502.2B and OPNAVINST 1500.70. (A)

3. **Background.** Close coordination is required between the Office of the Chief of Naval Operations (OPNAV), type commanders, fleet users, training agents, development and acquisition activities, and others to successfully plan, program, maintain, and budget for submarine and IUSS training and training systems to satisfy fleet readiness requirements. This coordination is best accomplished through a standing committee of knowledgeable representatives who actively participate in the development and assessment of training requirements and training systems.

4. **Scope.** Applicable to all submarine and IUSS training requirements except nuclear propulsion.

5. **Policy.** Undersea warfare training issues will be identified; (R training requirements will be developed and assessed; and training policy recommendations will be made per this directive and references (a) through (d).

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- R) 6. **Responsibilities.** Responsibilities for implementing the policies and procedures of this instruction are delineated in enclosure (1).


M. I. FAGES
By direction

R) Distribution:

SNDL	A1J1N	(PEOSUB) (PMS350, PMS401, PMS450)
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	FT85	(TRITRAFAC)
	FT95	(SUBTRAFAC)

N1, N7, N869, N871, N872, N874, N879, N889

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UNDERSEA WARFARE TRAINING COMMITTEE (UWTC) CHARTER

1. **Title**. The Undersea Warfare Training Committee (UWTC). (R)
2. **Objectives**. To improve the performance and readiness of the submarine and IUSS forces through effective communication and coordination in the planning, management, and maintenance of undersea training requirements. (A)
3. **Functions**. The major functions of the UWTC are: (R)
 - a. To function as an advisor to the Chief of Naval Operations (CNO) Director, Submarine Warfare Division (N87) by making critical assessments of undersea training requirements and programs, recommending training policy and management decisions, and developing undersea training goals and objectives.
 - b. To provide a forum for the effective exchange of undersea training management information which promotes cohesive planning, consistent training methodology and timely identification and resolution of training problems.
 - c. To provide a formal management structure and systematic approach to the conduct of all submarine Fleet Project Teams (FPTs).
 - d. To ensure that Submarine On Board Training (OBT) requirements are identified and integrated into training system development.
 - e. To provide a medium which fosters progress and allows members to relate applications of state of the art technology to submarine training/trainer design, media selection and resolution of existing deficiencies.
 - f. To identify and staff major training issues.
 - g. To perform periodic fleet reviews of training as required by reference (a).
4. **Scope**. A wide range of new and existing undersea training requirements and programs which are assigned by the CNO Director Submarine Warfare Division (N87), or considered appropriate by the UWTC in accomplishing its objectives. (R)

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- R) 5. **Membership.** The UWTC will consist of the following members:

Chief of Naval Operation (N879) (Chair)
*Chief of Naval Operation (N73)
Commander Submarine Force, U.S. Atlantic Fleet
Commander Submarine Force, U.S. Pacific Fleet
Commander, Undersea Surveillance (CUS)
Commander Submarine Group Two (COMSUBGRU TWO)
Chief of Naval Education and Training (CNET)
Naval Submarine School (NAVSUBSCOL)
Naval Submarine Training Center Pacific (NAVSUBTRACENPAC)
Naval Submarine Training Facility, Norfolk (SUBTRAFAC)
Naval Submarine Training Center Detachment (NAVSUBTRACENPAC
DET), San Diego
TRIDENT Training Facility, Bangor (TRITRAFAC BANGOR)
TRIDENT Training Facility, Kings Bay (TRITRAFAC KINGS BAY)
Commander, Naval Sea Systems Command (COMNAVSEASYS
COM) (SEA 92L1) (Co-chairperson)
Commander, Space and Naval Warfare Systems Command
(COMSPAWARSSYS
COM)
*Program Executive Officer Submarines (PEOSUB)
*Director, Strategic Systems Programs (DIRSSP)
*Naval Air Warfare Center Training Systems Division
(NAVAIRWARCENTRASYS
DIV)
*Naval Surface Warfare Center (NAVSURFWARCEN)
*Naval Undersea Warfare Center (NAVUNSEAWARCEN)
*Chief of Naval Personnel (CHNAVPERS)

*Associate Member

- R) 6. **Responsibilities.** CNO (N879) will designate representatives to chair respective UWTC meetings. The designated UWTC Chairperson will schedule meetings, propose meeting agendas, forward tasks for implementation, review inputs from UWTC members for action, and coordinate administration. The CNO will determine the venue for each meeting. Meetings will be conducted via the most economical method to meet the meeting objectives and may use video teleconferencing, or formal meeting.

- R) a. The UWTC Chairperson has the following general responsibilities:

- R) (1) Provide direction and guidance to the committee.
(2) Provide timely executory resolution of training issues.

- R) (3) Assign action items to members. Action items will be sequentially numbered for each meeting.

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(4) Review and approve the UWTC agenda, minutes and action items.

(R)

b. Naval Air Warfare Center Training Systems Division (NAVAIRWARCENTRASYS DIV), serving as UWTC Executive Secretariat, will provide support to CNO (N879) -designated UWTC chairperson for planning and conducting UWTC meetings (with exception of conferences relating to occupational standards and training requirements reviews). This support includes coordinating issue papers and agenda items with chairperson, preparing and distributing the tentative meeting agenda, coordinating with the designated host activity to provide meeting details to attending members, coordinating tentative agenda changes with chairperson, preparing and distributing the final approved UWTC agenda. Also, NAVAIRWARCENTRASYS DIV will record minutes during meetings, prepare draft and final action items and minutes, and maintain historical files of meeting action items and minutes.

c. The Chief of Naval Education and Training (CNET) as secretariat for UWTC meetings relating to occupational standards and training requirements reviews, will coordinate all issue papers, agendas and minutes.

(A)

d. The Host Activity of formal meetings provides specific information concerning the meeting site, local accommodations including Bachelor Officer Quarters (BOQ)/Bachelor Enlisted Quarters (BEQ) availability, and security clearance requirements. The Host Activity is also responsible for providing conference rooms, clerical support and reproduction requirements.

(R)

e. Members provide agenda items and issue papers to chairperson for consideration and discussion by the UWTC, and provide timely responses to assigned action items. Participating commands should limit their number of representatives to the minimum required to adequately address agenda items and should include members with appropriate levels of decision-making authority.

(R)

7. **Reporting Requirements.** The UWTC chairperson reports to the Director, Submarine Warfare Division (CNO (N87)).

(R)

8. **Frequency of Meetings.** The UWTC will meet as necessary to accomplish its objectives.

(R)

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9. **General Guidelines**

a. Contractors shall not participate in UWTC without specific authorization of designated chairperson.

b. UWTC members will be supported and funded by their respective parent staffs and commands for participation in UWTC meetings.